

3 DECEMBER 2003



Maintenance

**ACCOUNTABILITY OF FLIGHTLINE
MUNITIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFI 21-201, Inspection, Storage and Maintenance of Non-Nuclear Munitions. It provides responsibilities, guidelines and procedures for accountability, control, security, custodial transfer, documentation, reconciliation, tracking and verifying expenditures, accounting for safing devices, daily and weekly inventories for munitions delivered to the flightline for aircrew training, integrated combat turns, static displays and routine flightline support. It also provides guidelines and responsibilities for controlling, managing and securing expended munitions residue. This instruction encompasses procedures and guidelines necessary for munitions accountability during all phases of peacetime, contingency and combat operations. This instruction applies to all personnel assigned or deployed to Aviano AB. Maintain and dispose of records created as a result of prescribed processes in accordance with Air Force Manual (AFMAN) 33-139, Records Disposition Schedule (will become AFMAN 33-322, Volume 4).

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

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1. GENERAL.

1.1. The Munitions Flight will strictly control munitions delivered to the flightline to maintain accountability, lot number integrity and enforce a documented transfer of munitions to ensure a chain of custody and accountability.

1.1.1. Munitions Flight personnel involved in transfer of munitions between the Munitions Flight and 31 FW or deployed fighter squadrons will ensure these transfers are documented.

1.1.1.1. Document all munitions deliveries on a locally developed log.

1.2. Time of Reconciliation/Points of Contact: Reconciliation will begin as soon as possible after last aircraft down time. Munitions support for the fighter squadron's next flying day will resume only after reconciliation between Line Delivery and the Weapons Expediter is complete. Munitions support may resume for a fighter squadron when reconciliation is complete even if other fighter squadrons have not completed reconciliation. General support of equipment delivery, preparation to deliver munitions and trailer positioning for the next sorties may continue as long as there is no transfer of munitions prior to complete reconciliation. Points of contact for reconciliation are: Munitions Control (DSN: 632-7788/7846; STU-III: 632-7044; FAX: 632-8152; Call Sign: Ammo), Weapons Expeditors in each Weapons Flight (555AMU - DSN: 632-4346; Call Sign: Nickel-6) or (510AMU - DSN: 632-8578; Call Sign: Buzzard-6), and Line Delivery Dispatcher (Ext-632-8360; Call Sign: Snake-Pit).

1.3. Munitions Requirements: Munitions requirements will be determined and supported only from approved flying schedules and properly coordinated AF Forms 2407, **Weekly/Daily Flying Schedule Coordination**.

1.3.1. Changes to flying schedules require an AF Form 2407. Munitions Control will not release munitions without an approved AF Form 2407.

1.3.2. All AF Forms 2407 will be coordinated through 31 Maintenance Squadron supervision (31 MXS/MXMM) prior to submission to Munitions Control. The requesting agency will call Munitions Control prior to coordinating changes to ensure munitions are available to support changes.

1.3.3. Spare aircraft loads will not be supported unless they appear in the flying schedule with valid aircraft configuration codes. Requirements appearing in the daily flying schedule that were not projected in the weekly flying schedule will not be supported without a valid AF Form 2407.

1.3.4. Pre-positioned munitions will not be moved without prior coordination with Munitions Control.

2. RECONCILIATION PROCEDURES.

2.1. The Weapons Expediter will document carried forward munitions on an AF Form 2434. With the exception of alert aircraft, no munitions deliveries, movements or aircraft swaps will occur during the reconciliation period.

2.1.1. The AF Form 2434 ([Attachment 4](#)) will include: mission/line number, aircraft tail number, type and quantity of munitions loaded, total quantity of expenditures, field/serial/lot number of munitions, location, flight duration, missile and launcher (LAU-131/SUU-25) serial numbers and carried forward munitions.

2.1.1.1. The field number will be annotated on the AF Form 2434 exactly as it appears on the weapon using all 6 digits IAW paragraph [5.2.4.1](#).

2.1.2. Weapons expeditors will complete a separate AF Form 2434 for training, exercises and WRM missions.

2.1.2.1. Separate AF Form 2434s will be filled out for each “go” or turn.

2.1.3. The munitions reconciliation representative will conduct an independent ground/PAS inventory using [Attachment 5](#), Ground/PAS Inventory Sheet, as soon as possible after the last aircraft down time.

2.1.4. The munitions reconciliation representative and Weapons Expediter will jointly compare munitions carried forward from previous day, deliveries and receipts against munitions expended and retained. The completed AF Form 2434 and Ground/PAS Inventory Sheets will be validated against the Munitions Delivery Sheets and Chaff/Flare logs to confirm all deliveries, receipts and carried forward munitions, to include location of assets on the flightline.

2.1.4.1. Discrepancies will be jointly resolved and verified and then corrections made to AF Form 2434 by the Weapons Expediter, who will initial by each "pen and ink" change. These changes are acceptable provided changes are legible.

2.2. The munitions reconciliation representative will obtain and deliver all residue and safety gear IAW [Attachment 6](#), Residual Safing Gear Matrix, for true certification of expenditures.

2.3. In the event of a hang fire the AF Form 2434 will be annotated in the remarks block for that mission to reflect the expended cartridge, i.e., (hung bomb, etc.). Expended or unserviceable impulse cartridges will be turned over to the applicable account custodian for account validation. Once validated, expended carts will be scheduled for processing through the Flightline Conventional Maintenance Element for residue certification. All uncertified residue will be treated as live explosives.

2.4. Munitions Control will verify accuracy of paperwork with Line Delivery Shift Supervisor and reconciliation representative. Munitions will be released for next flying day when verification is complete.

2.4.1. If munitions cannot be reconciled, Munitions Control will coordinate with the reconciliation representative and AMXS Weapons Flight to perform recounts to determine if the disparity is a reporting, documentation or inventory error.

2.4.2. When discrepancies in munitions reconciliation cannot be resolved, notify the Munitions Flight Chief or Flight Commander for approval to release munitions.

2.4.3. Ensure all pertinent information regarding the discrepancy is annotated in the Munitions Control events log and copies of all involved reconciliation documents, sheets and logs are provided to the Munitions Flight Chief for evaluation first thing the next duty day.

2.4.3.1. If a reconciliation discrepancy is due to a lost item or FOD report, munitions will be released once an initiated USAFE Form 145 is provided to Munitions Control for item in question.

2.5. Once reconciliation is complete, the munitions reconciliation representative will retain a copy of the AF Form 2434 and any other support documentation (delivery sheets, chaff/flare logs, missile fire reports and ground inventories) used for reconciliation. The original documents will go to the owning account custodians with copies going to Munitions Control and Precision Guided Munitions.

2.6. Account custodians will use reconciliation documentation, munitions residue and local tracking products to verify expenditures prior to submitting AF Forms 2005 for expenditures. When possible, munitions residue must be used for actual verification of all expenditures.

3. RESPONSIBILITIES: 31 AMXS, 31 MXS and Munitions Flight supervision are responsible for ensuring compliance with the provisions of this instruction. Additionally, all personnel who handle, process, issue and receive munitions, must account for munitions items received and used by their organizations. This includes providing cart lockers, ensuring proper explosive safety, security and custodial responsibility for all munitions items, munitions residue and reusable containers within their possession and control.

3.1. The Munitions Flight Will:

3.1.1. Appoint a primary and at least one alternate munitions custodian for the WRM, Combat Training (CT) and aircrew training accounts.

3.1.2. Ensure all personnel designated and authorized as account custodians and certifying officials are trained and familiar with applicable instructions as outlined in AFI 21-201, USAFE Sup 1, AI 21-203 and this document.

3.1.3. Enforce procedures for daily supply point reconciliation to include units deployed to Aviano AB.

3.1.4. Inquire about the circumstances of the damage when an AFTO Form 350 ([Attachment 3](#)) Tag identifies a damaged munitions item. If warranted, will request the 31 MXS Commander initiate a Report of Survey (ROS) to determine liability for the damage.

3.2. Munitions Control Will:

3.2.1. Coordinate and record all aircrew training and WRM munitions deliveries/receipts. As a minimum, record delivery task number, aircraft tail number, delivery spot/location, quantity, munitions type, munitions field/serial number and chaff or flare module number.

3.2.1.1. Manage reconciliation IAW paragraph [2](#).

3.2.2. Request Ready-Built Munitions status from Flightline Conventional Maintenance and Precision Guided Munitions elements prior to COB each Friday and daily during contingencies.

3.2.3. Assign unscheduled Job Control Numbers (JCN).

3.3. Line Delivery Will:

3.3.1. Ensure all upload and download actions are documented on locally developed munitions delivery sheets ([Attachment 1](#)) and relayed to Munitions Control. As a minimum, record delivery task number, trailer/UALS number, aircraft tail number, delivery spot/location, munitions type, quantity up/down loaded, field/lot/serial number, fighter squadron (unit) and Load Crew Member/Chief's signature/CAMS man number.

3.3.2. Ensure chaff and flare module upload/download actions as well as deliveries/pick-ups of chaff and flare are documented on the locally developed Chaff and Flare Log ([Attachment 2](#)). Ensure a load crew member signs the log.

- 3.3.3. Ensure the 20mm load sheet ([Attachment 7](#)), located in the 20mm Universal Ammunition Loading System (UALS) toolbox, contains the aircraft tail number, type ammunition, lot number up-loaded/downloaded, quantity, fighter squadron (unit), and date UALS was loaded.
- 3.3.4. Ensure weapons load crews complete and attach an AFTO Form 350 for any item returned in an unknown, damaged or other condition requiring repair. Obtain a JCN from Munitions Control and enter it in the appropriate block of the AFTO Form 350.
- 3.3.5. Issue and receive TMU-72 argon coolant tanks in a quantity pack of 10 or 12 each, depending on allocation. Ensure each tank is correctly packaged prior to resupply. Inspect all TMU-72 tanks received from weapons personnel for damage. Specifically, inspect for obvious damage, coolant level gauge window glass and the tank lanyard carrier for damage.
- 3.3.6. Perform munitions reconciliation procedures IAW paragraph [2](#).
- 3.3.7. Collect residual components and safety gear from used and expended munitions.
- 3.3.8. Make copies of and distribute completed reconciliation paperwork IAW paragraph [2](#).
- 3.4. Flightline Conventional Maintenance Element Will:
 - 3.4.1. Maintain sufficient assembled munitions to support training and WRM requirements on the flying schedule.
 - 3.4.2. Maintain build-up sheets in A-MC2K for complete round assembly on all complete round items. Record and track color code, nomenclature, lot number, quantity, chaff and flare module serial number and service life.
 - 3.4.3. Update changes to ready munitions status in A-MC2K by end of each shift.
 - 3.4.4. Resupply munitions trailers when required. Maintain an Expenditure Recap Sheet/Log for all munitions loaded or downloaded from trailers/UALS, assembled or processed. Provide a copy of the expenditure/processing recap sheet/log to the aircrew training, CT and WRM account custodians.
 - 3.4.5. Post-load all munitions trailers returned from the flightline to include training, sortie surge, and CT munitions.
 - 3.4.6. Upload 20mm ammunition into the UALS. Update the 20mm load sheet, located in the UAL toolbox and fill the UALS air cylinder. If the UALS air bottle will not hold air, obtain a work order from Munitions Control and document problem utilizing a "RED / " in the UALS forms. Munitions Control will schedule the UALS for maintenance with the 31 MXS Armament Shop. The UALS may be used without air until the Armament Shop can schedule the UALS air system for maintenance.
 - 3.4.7. Maintain CATM/DATM-9s, AMAs and CATM-120s assigned to 31 FW.
 - 3.4.7.1. Coordinate with Precision Guided Munitions for completion of TMRS records when completing maintenance or TCTO actions directed by technical data.
 - 3.4.7.2. Maintain argon cylinders and TMU-72s to support aircrew training.
 - 3.4.8. Notify the account custodian and Munitions Control when munitions are ready for storage or delivery.

- 3.4.9. Process all line returns and report information to the applicable account custodian using the Expenditure Recap Sheet and appropriate processing logs.
- 3.4.10. Process and inspect all flightline munitions residue IAW T.O. 11A-1-60 and secure certified residue until disposed.
 - 3.4.10.1. Secure residue in a banded and/or locked container so positive access is controlled.
 - 3.4.10.2. Dispose of certified residue through DRMO.
- 3.4.11. Coordinate munitions requirements through Munitions Operations to support forecasted training and contingency flying operations.
- 3.4.12. Monitor and control operational and training allocations to provide continuous munitions support.
- 3.4.13. Initiate AF Form 2005 to issue required munitions.
- 3.4.14. Assign and track munitions lot and field numbers, color codes, quantities and service life for components and all-up-round/assembled training munitions.
- 3.4.15. The account custodian must verify expenditures against the AF Form 2434. Use available documentation, logs, sheets and other products to validate munitions inventories, deliveries, and expenditures prior to initiating and completing AF Forms 2005.
- 3.5. Precision Guided Munitions Element Will:
 - 3.5.1. Maintain sufficient assembled munitions to support WRM requirements on the flying schedule.
 - 3.5.2. Update changes to ready munitions status in A-MC2K by end of each shift.
 - 3.5.3. Resupply WRM missile trailers.
 - 3.5.4. Post-load WRM munitions trailers returned from the flightline.
 - 3.5.5. Monitor and control operational and training allocations to provide continuous munitions support. Maintain sufficient quantities of assembled allocated munitions to meet WRM munitions requirements.
- 3.6. AMXS Weapons Flights/Elements Will:
 - 3.6.1. Enforce reconciliation procedures outlined in this instruction.
 - 3.6.2. Not crossload munitions until reconciliation is completed.
 - 3.6.3. Ensure munitions reconciliation begins as soon as possible after the last down time each flying day. Notify Munitions Control when last aircraft has landed and aircraft are parked allowing reconciliation to begin.
 - 3.6.4. Complete and validate the AF Form 2434 each flying day and provide a signed (certified) copy for validation at Munitions Control.
 - 3.6.5. At the end of each flying day, the AMXS Weapons Expediter will record the carried forward munitions located on aircraft on the AF Form 2434. Validate AF Form 2434 with Line Delivery personnel's Ground/PAS inventory.

3.6.6. Work closely with Line Delivery personnel to isolate and correct discrepancies found during daily reconciliation.

3.6.6.1. Ensure AF Form 2434 is legible. If changes are not legible, create new document to ensure accountability. AMXS Weapons Expediter will verify and initial all changes.

3.6.7. Notify Munitions Control of aircraft diverts. Include aircraft tail number and serial number of loaded munitions and carry them forward to next day's AF Form 2434.

3.6.8. Coordinate with Munitions Control to pick up munitions not required for the next flying day.

3.6.9. Annotate on the 20mm load sheet, located in the UAL tool box, with aircraft tail number, type ammunition up/down loaded, lot number, quantity, load crew chief name, CAMS employee number and date/time loaded.

3.6.10. Ensure a properly completed AFTO Forms 350, *Repairable Item Processing Tag* is attached to each munitions and/or component that is damaged, unserviceable or requiring repair. 350 tags will be completed IAW [Attachment 3](#).

3.6.11. Sign for TMU-72 argon coolant tanks. Ensure tanks are serviceable and correctly packaged prior to turn-in.

3.6.11.1. Inspect all TMU-72 coolant tanks received from munitions personnel for damage. Specifically, inspect for obvious damage, coolant level gauge window glass and the tank lanyard carrier for damage.

3.6.11.2. If damage is detected, reject the tank and request a replacement. If damage is detected prior to receipt, the munitions crew member/chief will complete the AFTO Form 350 tag ([Attachment 3](#)).

3.6.12. Coordinate munitions swaps/movements with Munitions Control before munitions are downloaded, uploaded or transferred between aircraft to ensure positive munitions accountability is maintained and changes to the flightline Net Explosive Weight (NEW) may be accurately updated and reported.

3.6.13. Coordinate munitions delivery requirements, in-place time and flying schedule changes with Munitions Control in a timely manner to ensure the best possible munitions and weapons loading support.

3.6.14. Track munitions loads, expenditures and approved carry-overs for each aircraft tail number using AF Form 2434.

3.6.15. Provide properly completed AF Form 2434s to the Line Delivery reconciliation representative to complete the daily reconciliation process IAW paragraph [2](#).

3.6.16. Provide Line Delivery personnel with all residual components and safety gear for all expended munitions (see [Attachment 6](#)). Expended munitions residue will be treated as if it were live until properly certified. Reconciliation of munitions is not complete and munitions support will be withheld unless all residual safety gear is turned in during daily reconciliation or a lost object report is initiated and on file in Munitions Control.

4. OTHER PROCEDURES.

4.1. Missile Flight Hour/ETI Tracking:

4.1.1. Line Delivery forwards a copy of all AF Form 2434 with delivery sheets and appropriate logs attached to the Precision Guided Munitions element daily.

4.1.2. The Precision Guided Munitions element will enter this data into the appropriate tracking system to compile and record the flight hours of these items.

4.2. AIM and AGM Missile Fire Reports:

4.2.1. The Munitions Flight will ensure each and/or deployed fighter squadron debrief sections are provided with the required blank missile fire reports for missile systems employed by that squadron.

4.2.2. Fighter squadron commanders are responsible to ensure aircrews from all 31 FW or deployed fighter squadrons promptly complete and submit the appropriate missile fire report within 4 hours of completing the mission debrief for which the missile was fired.

4.2.3. Aircraft maintenance units debrief sections will notify Munitions Control when missile fire reports are completed.

4.2.3.1. Munitions Control will direct assigned reconciliation representatives to pick up missile fire reports from the debrief sections.

4.2.3.2. The reconciliation representative will ensure a missile fire report is provided for each missile serial number shown expended on the AF Form 2434. Reconciliation representatives will turn-in missile fire reports to Munitions Operations attached to the AF Form 2434.

4.2.4. Original reconciliation paperwork will be forwarded IAW paragraph 5.

4.3. TMU-72 Argon Coolant Tank Management and Argon Support:

4.3.1. The total quantity of TMU-72 argon coolant tanks issued to account 208TR for peacetime training and temporary duty (TDY) argon coolant tank swap-outs will be 10 or 12 each per fighter squadron depending on allocation. This level will provide for all on-station and off-station deployed CATM-9 argon swap requirements.

4.3.2. All personnel who handle TMU-72 argon coolant tanks will issue and receipt for argon tanks anytime physical possession changes hands using the locally developed Munitions Delivery Sheet ([Attachment 1](#)) or a AF Form 1297.

4.3.3. When aircraft deploy with CATM-9 missiles, the fighter squadron is authorized to deploy with argon coolant tanks for missiles. Any argon tanks deployed with missiles by the fighter squadron will come from previously issued assets and will not be replaced at home station. The AMXS Weapons Flight Chief will ensure coolant tanks deployed off station (installed or spare) are hand-receipted on a AF Form 1297 by serial number prior to departure.

4.4. Munitions Loaded on Aircraft:

4.4.1. Munitions Control will maintain aircraft and munitions generation status in A-MC2K or manually if computer access is not available.

4.4.1.1. Aircraft/munitions generation status includes: Aircraft configuration or standard conventional load (SCL) or munitions type, quantity and location.

4.4.1.2. Munitions will not be transferred between aircraft without prior notification, knowl-

edge, and approval of Munitions Control.

4.4.2. Coordinate with Munitions Control to upload, download or transfer munitions. Notify Munitions Control by telephone or radio of the aircraft tail number(s) involved, munitions type, munitions serial/lot/or field numbers and quantities involved. Munitions Control will evaluate all assets requested to be transferred for periodic due dates, 20 flight due dates and other maintenance requirements. If no conflicts exist, Munitions Control will approve the transfer and update A-MC2K with the most current information. If a conflict does exist, transfer of conflicting assets will not take place and Munitions Control will direct the assets be picked up and other suitable asset will be delivered to replace them.

4.5. Passive Decoy (ALE-50) Procedures:

4.5.1. All passive decoys loaded into magazines (ALE-50) will be logged by magazine number and decoy serial number into the ALE-50 processing log prior to loading on delivery trailer/transport module.

4.5.1.1. Line delivery records magazine numbers and aircraft tail numbers on delivery sheets for delivered decoys.

4.5.1.2. Weapons expediters will ensure all loaded decoy magazine serial numbers are recorded on the AF Form 2434 and any aircraft or location swaps are promptly called into Munitions Control.

4.5.1.2.1. Weapons expediters ensure decoy quantities expended are recorded on AF Form 2434.

4.5.1.2.2. Weapons expediters will ensure all failed decoys are tagged with an AFTO Form 350.

4.5.2. Flightline Conventional Maintenance will process failed decoys as an unserviceable turn-in.

4.5.3. Line Delivery reconciliation representative will reconcile all decoy expenditures IAW chapter 2.

4.5.4. Flightline Conventional Maintenance will validate all expended decoys against the AF Form 2434 and clear all expended decoy serial numbers in the ALE-50 processing log.

4.5.5. WRM account custodian processes expenditures IAW AI 21-203.

4.6. 31 FW and Deployed Unit Impulse Cartridge Management Procedures:

4.6.1. Each aircraft maintenance squadron weapons flight/element assigned or deployed to the 31 FW/AEW and/or Aviano AB will establish a custody account to manage impulse cartridges for their aircraft rack, pylon, and WRM munitions stores. The Munitions Flight will manage and maintain impulse cartridges for all training munitions stores.

4.6.2. Expended impulse cartridges will be handled as live until properly certified.

4.6.3. Weapons account custodians will retain expended impulse cartridges from WRM munitions, racks and pylon to validate expenditures by lot prior to completing and certifying AF Forms 2005.

4.6.4. Weapons Flight Impulse Cartridge Accounts will be managed IAW AI 21-203.

5. CONTINGENCY AND EXERCISE OPERATIONS

5.1. Munitions Requirements During Contingencies:

5.1.1. Munitions requirements for all 31 FW and 31 AEW or deployed fighter squadrons will be coordinated through the Mission Planning Cell (MPC)/Wingtip.

5.1.2. The MPC/Wingtip will develop and distribute the centralized and consolidated 31 FW/AEW Air Tasking Order (ATO). Only munitions listed on this ATO will be supported.

5.1.3. Fighter squadrons or flying units making munitions requests directly to the Munitions Flight will be referred to the 31 AEW OG/CC or designated mission planning representative to coordinate and consolidate requirements.

5.1.4. AF Form 2407 will be used to coordinate 31 AEW Air Tasking Order. AF Forms 2407 may only be approved by the 31 AEW Mission Director or higher authority.

5.1.5. Once the flying unit's munitions requirements and the AF Form 2407 is approved, the munitions representative assigned to the Wing Tip (Ext-632-8860) will notify Munitions Control by STU-III (Ext-632-7044), Secure Internet Protocol Network (SIPRNET), or by runner and coordinate the change to the munitions requirements.

5.1.5.1. A copy of the approved AF Form 2407 will be provided to Munitions Control by the Command Post munitions representative at the earliest possible time.

5.2. Munitions Flight Will:

5.2.1. Appoint a dedicated munitions reconciliation representative (Expediter) on each shift for each fighter squadron and/or geographical area where munitions are delivered on Aviano AB.

5.2.2. Dedicate an accountability representative to each build site to track and account for munitions issued and received.

5.2.3. Direct timelines for all reconciliation actions and submission of AF Forms 2434 and other documents during declared contingencies and combat operations requiring munitions support based on HQ directed Munitions Report (MUREP) timelines.

5.2.4. Ensure build sheets are accomplished for all munitions assembled.

5.2.4.1. Field lot numbers will be assigned to all assembled bombs. The format for a manually generated field lot number consists of a three digit munitions type code, see [Attachment 8](#) munitions type codes, and three digit build sequence number. The complete field number has 9 digits (i.e., 82S001) which identifies the first batch of MK-82 slick built. For assembled INERT munitions the field lot number will be preceded by the letter "T" (i.e., T82S001).

5.2.4.2. The build sheets shall include the following fields:

5.2.4.2.1. Field Number (bombs only).

5.2.4.2.2. Lots for each component making up the assembled complete round.

5.2.4.2.3. Expiration dates of all age-dated (shelf/service life) components (i.e., fuze service life expiration date).

5.2.4.2.4. Fin or Airfoil Group inspection dates.

5.2.4.2.5. Location (i.e., MAC Pad, trailer #, storage building, etc.).

5.2.4.3. If a complete round munitions is disassembled the original field number will be annotated as disassembled (no longer exists) in the remarks block of the build sheet.

5.2.4.4. If a complete round munitions is reconfigured (including replacement of any damaged component) the original field number will be annotated as disassembled (no longer exists) in the remarks block of the build sheet and the new complete round will be annotated as a new build and assigned a new field number.

5.3. AMXS Weapons Flights/Elements Will:

5.3.1. Coordinate with Munitions Control to initiate reconciliation actions in a timely manner to ensure Munitions Report (MUREP) is submitted to HQ USAFE Theater Ammunition Control Point (TACP) by directed timeline.

5.3.2. Dedicate sufficient personnel to munitions reconciliation to ensure munitions accountability can be maintained during combat.

5.4. Reconciliation for Contingencies.

5.4.1. Line Delivery expediter will provide Munitions Control, Flightline Conventional Maintenance, Precision Guided Munitions elements a legible copy of all documents used to conduct reconciliation prior to forwarding original documents to Munitions Operations. The original missile fire report will be maintained by the TMRS monitor with a copy going to munitions operations.

5.4.1.1. Line Delivery will also maintain a copy of the reconciliation documents to use for resupply and to file for historical documentation.

R. MICHAEL WORDEN, Brigadier General, USAF
Commander

Attachment 1**MUNITIONS DELIVERY SHEET INSTRUCTIONS**

All munitions transactions with the exception of Chaff/Flare deliveries will be documented on a locally generated Munitions Delivery Sheet. The following information will be documented:

1. Driver: Line Delivery personnel call sign or last name.
2. Shift: self explanatory
3. Date: self explanatory
4. Task: Each munitions transaction will have a task number assigned by Munitions Control
5. Unit: Aircraft maintenance unit uploading/downloading munitions
6. A/C: Aircraft munitions are being delivered to.
7. Trl #: Munitions trailer utilized for delivery.
8. From: Starting location for task.
9. To: Ending location for task.
10. Munitions Type: Phonetic code or proper munitions name of item to be handled.
11. QTY Up/Dn: Quantity picked up/delivered for each task
12. Lot/Serial #: Missile serial #, field lot #, munitions lot # and local build lot #s.
13. Remarks: Used for beginning/end inventories when space is required, identify discrepancies/350 Tagged items
14. Load Crew Signature: Signed with CAMS Man # (both required)

Attachment 2**CHAFF/FLARE LOG INSTRUCTIONS**

All Chaff/Flare deliveries will be documented on a locally generated Chaff and Flare Movement Log. The following information will be documented:

1. Unit: Aircraft maintenance unit uploading/downloading munitions
2. Trailer: Munitions trailer number used for task
3. Task: Each munitions transaction will have a task number assigned by Munitions Control
4. Driver: Line Delivery personnel call sign or last name.
5. A/C: Aircraft munitions are being delivered to.
6. Location: PAS or location of munitions transaction/task
7. JG/TRN: Mission munitions are supporting.
8. Chaff S/N Up: Chaff mod number uploaded on aircraft.
9. Chaff S/N Down: Chaff mod number downloaded from aircraft.
10. QTY Exp: Number of Chaff expended in downloaded mods.
11. Flare S/N Up: Flare mod number uploaded on aircraft.
12. Flare S/N Down: Chaff mod number downloaded from aircraft.
13. QTY Exp: Number of Flare expended in downloaded mods.
14. Load Crew Signature: Signed with CAMS Man # (both required)
15. Name/Rank: Line Delivery personnel call sign or last name.
16. Date: self explanatory

Attachment 3

AFTO FORM 350 INSTRUCTIONS

1. When picking up any item reported as unserviceable you must have an AFTO Form 350 attached.

2. The tag must have:

Block 1: Job Control Number (provided by Munitions Control)

Block 2: ID/Serial No. (serial number of the item, mod #, equip id #)

Block 4: When Disc (date discovered)

Block 11: Part/Lot Number (munitions lot #)

Block 12: Serial Number (Aircraft Number and Squadron)

Block 14: Discrepancy (Load Crew/Name/CAMS Man #, Station, Launcher Ser #, Description of Problem)

3. Additional helpful information: Phone, number of stations tried for discrepancy identification, any other information that may be helpful for troubleshooting to include brief explanation of problem per pilot's debriefing (ie, no tone on missile, no view on aircraft monitor, etc).

Attachment 4**AF FORM 2434 INSTRUCTIONS**

The AF Form 2434 can be completed manually or through an automated system. If changes to the format are required, all affected units will coordinate changes and agree on a standardized format. The minimum requirements will include the following:

1. Squadron/Office Symbol
2. Number of pages
3. Mission/line number
4. Aircraft tail number
5. Location of aircraft
6. Type and quantity of munitions loaded by station or munitions type
7. Field/serial/lot number of munitions
8. Total quantity of expenditures
9. Launcher (LAU-131/SUU-25) serial numbers
10. Missile serial numbers
11. Carried forward munitions.
12. Flight duration
13. Printed name of expeditor
14. Date
15. Signature

Attachment 5**GROUND/PAS INVENTORY SHEET INSTRUCTIONS**

Line Delivery personnel will use a locally developed inventory log to accomplish required Ground/PAS inventories. The following information will be documented:

1. Unit: Aircraft maintenance unit uploading/downloading munitions
2. Date: self explanatory
3. Location: PAS or location inventoried.
4. A/C #: Aircraft parked at location. Identify all regardless of configuration.
5. Chaff Mod: Serial number of mod on A/C or at location.
6. Good/Expended: Number of good and expended Chaff for each mod.
7. Flare Mod: Serial number of mod on A/C or at location.
8. Good/Expended: Number of good and expended Flare for each mod.
9. Missile type: Cap-9, AMA, CATM-120, etc.
10. Serial #: Missile serial number (complete number)
11. BDU Qty: Quantity physically on aircraft or ground at location (includes lugs and carts).
12. BDU Lot #: Color/lot identifier for BDUs on aircraft or ground at location (includes lugs and carts).
13. 2.75 RKT Qty: Quantity physically on aircraft or ground at location.
14. 2.75 RKT Lot #: Color/lot identifier for rockets on aircraft or ground at location.
15. Other: Used for additional munitions not already specified.
16. Qty: Used for additional munitions not already specified.
17. Lot #: Used for additional munitions not already specified.

Attachment 6

SAFETY GEAR MATRIX

Munitions Type	Residual Component	Expend Ratio(Weapon /Part)	Responsible Custody Acct	Turn-in Location
AIM-9 Missile	Safe-Arm Flag Dome Cover Contact Button Cover TD Optics Cover	1:1 1:1 1:1 1:1	PGM WRM Acct	MSA Bldg 1525
CATM-9 Missile	Safe-Arm Flag Dome Cover Contact Button Cover	1:1 1:1 1:1	Conv. Maint Trng Acct	FCM Bldg 1270
AIM-120 Missile	Electrical Connector Protective Cover	1:1 1:1	PGM WRM Acct	MSA Bldg 1525
CATM-120 Missile	Electrical Connector Protective Cover	1:1 1:1	Conv. Maint Trng Acct	FCM Bldg 1270
AGM-65 Missile	Dome Cover / Actuator (If Removed)	1:1 Each	PGM WRM Acct	MSA Bldg 1525
TGM-65	Missile Dome Cover Dove Cover Actuator	1:1 1:1	Conv. Maint Trng Acct	FCM Bldg 1270
AGM-88 Missile	Dome Cover T-Handle	1:1 1:1	PGM WRM Acct	MSA Bldg 1525
GBU-10 or 12 w/ FMU-139 (N and/or T) (L-Live / I-Inert)	CCG Container CCG Optic Cover BFD Pin Fin Safety Pin Fuze Safe Pin (L-Only) Fuze Safe Pin (L-Only)	1:1 1:1 1:1 1:1 1:2 (N&T) 1:1 (T)	(I)Conv. Maint Trng Acct (L) PGM WRM Acct	FCM Bldg 1270 MSA Bldg 1525
MK-82/84 AIR FMU-139 / NSC (L-Live / I-Inert)	Fin Warning Flag/Pin Fuze Safety Pin (L-Only)	1:1 1:1	(I)Conv. Maint Trng Acct (L) PGM WRM Acct	FCM Bldg 1270 MSA Bldg 1525
MK-82 or 84 Low Drag (LD) w/ FMU-113 (L-Live / I-Inert)	Fuze Safety Pin (L-Only)	1:1	(I)Conv. Maint Trng Acct (L) PGM WRM Acct	FCM Bldg 1270 MSA Bldg 1525

Munitions Type	Residual Component	Expend Ratio(Weapon /Part)	Responsible Custody Acct	Turn-in Location
GBU-24A/B w/FMU-143 (T-Only) (L-Live / I-Inert)	Dome Cover	1:1	(I)Conv. Maint	FCM
	BFD Pin	1:1	Trng Acct	Bldg 1270
	Fin Safe Pin	1:2	(L) PGM WRM	MSA
	Fuze Safe Pin (L-Only)	1:1	Acct	Bldg 1525
	CCG Container	1:1		
GBU-24/B w/FMU-139 (N and T) (L-Live / I-Inert)	Dome Cover	1:1	(I)Conv. Maint	FCM
	BFD Pin	1:1	Trng Acct	Bldg 1270
	Fin Safe Pin	1:2	(L) PGM WRM	MSA
	Fuze Safe Pin (L-Only)	1:2	Acct	Bldg 1525
	CCG Container	1:1		
CBU-87 w/FZU-39	Fuze Pin w/Flag	1:1	PGM WRM	MSA
	Fin Release Clip w/Flag	1:1	Acct	Bldg 1525
	BFD Clip w/Flag	1:1		
BDU-33	863 Cart.	1:1	Conv. Maint	FCM
	"C" - Block	1:1	Trng Acct.	Bldg 1270
ARD 863/446 Impulse Carts - Training Bombs All Types	82 - Rack - ARD 863	1:1	Conv. Maint	FCM
	82-Pylon - ARD 863/446	1:1 Each	Trng Acct	Bldg 1270
	84-Pylon - ARD 863/446	1:1 Each		
ARD 863/446 Impulse Carts - WRM Bombs All Types	82 - Rack - ARD 863	1:1	Weapons Flight	Weapons Expediter
	82-Pylon - ARD 863/446	1:1 Each	WRM Cart.	510 FS / 555 FS
	84-Pylon - ARD 863/446	1:1 Each	Acct	or Deployed FS
ALE-50 Decoy or Mass Model	DECOY Casing	1:1	Conv. Maint	FCM
	CCU-41 Squib	1:2	Trng/WRM Acct	Bldg 1270

Attachment 7

20MM LOAD SHEET

UAL #:			
DATE:			
CREW CHIEF:			
20MM LOAD UPLOAD SHEET			
LOT#	QTY	LOADERS USE	AMMO USE
		A/C _____ KICK BACKS _____ DATE _____ CREW _____	DATE _____ CC/A _____ LOT# _____ BAD Rnds _____
		A/C _____ KICK BACKS _____ DATE _____ CREW _____	DATE _____ CC/A _____ LOT# _____ BAD Rnds _____
		A/C _____ KICK BACKS _____ DATE _____ CREW _____	DATE _____ CC/A _____ LOT# _____ BAD Rnds _____
20MM LOAD DOWNLOAD SHEET			
REMARKS		LOADERS USE	AMMO USE
		A/C _____ LOT# _____ RDS DOWNLOADED _____ DATE _____ CREW _____	DATE _____ LOT# _____ CC/A# _____ ADR Rnds _____ CREW _____ BRASS _____
		A/C _____ LOT# _____ RDS DOWNLOADED _____ DATE _____ CREW _____	DATE _____ LOT# _____ CC/A# _____ ADR Rnds _____ CREW _____ BRASS _____
		A/C _____ LOT# _____ RDS DOWNLOADED _____ DATE _____ CREW _____	DATE _____ LOT# _____ CC/A# _____ ADR Rnds _____ CREW _____ BRASS _____

Attachment 8**MUNITIONS TYPE CODES**

Munition	Code
MK-82 Low Drag	82S
MK-82 High Drag	82H
MK-84 Low Drag	84S
MK-84 High Drag	84H
GBU-10 E/B	10E
GBU-10 J/B	10J
GBU-12	12A
GBU-24 A/B	24A
GBU-24 /B	24B
GBU-31 v1/B	314
GBU-31 v3/B	319